

TRANSMITTAL SLIP		31 OCT 1985
TO:		
ROOM NO.	BUILDING	
REMARKS:		
<p>EXO/DDA <u>Edu</u></p> <p>ACTING ADDA <u>4 NOV 1985</u></p> <p>DDA <u>4 NOV 1985</u></p> <p>DDA Reg. (15 Nov 85)</p> <p>action: D/L</p> <p>info: D/OIT</p> <p>D/OF</p>		
FROM:		
ROOM NO.	BUILDING	EXTENSION

Ed. I would like to reply from me.

DATA RECEIVED
85-2425/4

October 21, 1985

Mr. Harry E. Fitzwater
Deputy Director for Administration
Central Intelligence Agency
Washington, D.C. 20505

60-6

Dear Mr. Fitzwater:

I am writing to advise you of the action that Delta Data Systems has taken regarding those corrective actions that were enumerated in my letter of July 15, 1985.

The Board of Directors of Delta Data Systems Corporation has met with the accounting firm of KMG Main Hurdman to discuss quarterly reviews of our shipping and invoicing procedures, as well as reviews of our compliance with ASPR 15, as updated. The results of each quarterly review will be presented to the Audit Committee of the Board of Directors, who will recommend actions, if any, to the Board.

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A Policy Manual has been created to formally document all internal procedures in this matter, which will be updated, as necessary.

Finally, the office of the Vice President/Contracts has been expanded to include a Contracts Administrator who is assisting in the determination of performance of government contracts, certification of compliance with our Policy Manual, and compliance with applicable government procurement regulations.

I welcome your comments on our efforts, which I trust have had a settling effect on your concerns of earlier this year. I also wish to express my thanks for your continuing business.

Sincerely,

DELTA DATA SYSTEMS CORPORATION

Robert J. Smallacombe
President and Chairman of the Board

RJS/lr

DELTA DATA SYSTEMS CORPORATION

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